

Meals and Incidental Travel Expenses (M&IE)

IN-STATE Lodging / M&IE Guidelines

The following table provides guidelines for Lodging, Meals, and Incidental Expenses that are allowable to the **IN-STATE** traveler for reimbursement. For the cities of Alexandria, Fairfax, Falls Church, and the counties of Arlington and Fairfax, see the Washington, DC, listing in the Out-of-State table. If a location is not listed, the standard rate applies.

IN-STATE Location City – (Surrounding Areas)	Lodging Rate <u>Excludes</u> taxes and surcharges	Meals and Incidental Expense (M&IE) Rate <u>Includes</u> tips, taxes, personal telephone calls, laundry, and transportation to where meals are taken
STANDARD →	\$70	\$39
EXCEPTIONS ↓		
Abingdon (Washington) (10/1 – 3/31)	79	49
Abingdon (Washington) (4/1 – 5/31)	72	49
Abingdon (Washington) (6/1 – 9/30)	79	49
Blacksburg (Montgomery)	80	54
Charlottesville (Albemarle & Green County)	100	44
Chesapeake / Suffolk (10/1 – 3/31)	89	44
Chesapeake / Suffolk (4/1 – 5/31)	97	44
Chesapeake / Suffolk (6/1 – 8/31)	107	44
Chesapeake / Suffolk (9/1 – 9/30)	89	44
Chesterfield / Henrico (Chesterfield and Henrico Counties)	93	49
Fredericksburg (City of Fredericksburg, Spotsylvania)	74	54
Hampton City / Newport News	81	44
James City / York Co / Williamsburg (10/1 – 3/31)	75	54
James City / York Co / Williamsburg (4/1 – 8/31)	97	54
James City / York Co / Williamsburg (9/1 – 9/30)	75	54
Loudoun (Loudoun County)	140	59
Lynchburg (Campbell County)	78	44
Manassas (City Limits)	101	39
Norfolk / Portsmouth	96	59
Richmond (City Limits) (10/1 – 10/31)	129	54
Richmond (City Limits) (11/1 – 8/31)	123	54
Richmond (City Limits) (9/1 – 9/30)	129	54

Continued on next page

Meals and Incidental Travel Expenses (M&IE), Continued

IN-STATE Lodging / M&IE Guidelines (continued)

IN-STATE Location City – (Surrounding Areas)	Lodging Rate <u>Excludes</u> taxes and surcharges	Meals and Incidental Expense (M&IE) Rate <u>Includes</u> tips, taxes, personal telephone calls, laundry, and transportation to where meals are taken
STANDARD →	\$70	\$39
EXCEPTIONS ↓		
<i>Roanoke (City Limits)</i>	96	44
<i>Stafford / Prince Williams (Stafford and Prince Williams Counties)</i>	95	44
<i>Virginia Beach (Virginia Beach) (10/1-5/31)</i>	88	54
<i>Virginia Beach (Virginia Beach) (6/1-8/31)</i>	151	54
<i>Virginia Beach (Virginia Beach) (9/1-9/30)</i>	88	54
<i>Wallops Island (Accomack County) (10/1-6/30)</i>	87	49
<i>Wallops Island (Accomack County) (7/1-8/31)</i>	121	49
<i>Wallops Island (Accomack County) (9/1-9/30)</i>	87	49
<i>Warrenton (Fauquier)</i>	99	44

Continued on next page

Meals and Incidental Travel Expenses (M&IE), Continued

OUT-OF-STATE Lodging / M&IE Guidelines The following table provides guidelines for Lodging, Meals, and Incidental Expenses that are allowable to the **OUT-OF-STATE** traveler for reimbursement. If a location is not listed, the standard rate applies.

OUT-OF-STATE Location City – (Surrounding Areas)	Lodging Rate <i>Excludes</i> taxes and surcharges	Meals and Incidental Expense (M&IE) Rate <i>Includes</i> tips, taxes, personal telephone calls, laundry, and transportation to where meals are taken
STANDARD →	\$88	\$44
EXCEPTIONS ↓		
<i>Austin, TX (Travis) (10/1 – 3/31)</i>	<i>114</i>	<i>54</i>
<i>Austin, TX (Travis) (4/1 – 8/31)</i>	<i>107</i>	<i>54</i>
<i>Austin, TX (Travis) (9/1 – 9/30)</i>	<i>114</i>	<i>54</i>
<i>Atlanta, GA (Fulton, Cobb, DeKalb Counties)</i>	<i>141</i>	<i>49</i>
<i>Baltimore, MD (10/1 – 10/31)</i>	<i>172</i>	<i>59</i>
<i>Baltimore, MD (11/1 – 8/31)</i>	<i>157</i>	<i>59</i>
<i>Baltimore, MD (9/1 – 9/30)</i>	<i>172</i>	<i>59</i>
<i>Baltimore County, MD</i>	<i>106</i>	<i>54</i>
<i>Boston/Cambridge, MA (Suffolk, City of Cambridge) (10/1 – 10/31)</i>	<i>256</i>	<i>64</i>
<i>Boston/Cambridge, MA (Suffolk, City of Cambridge) (11/1 – 8/31)</i>	<i>203</i>	<i>64</i>
<i>Boston/Cambridge, MA (Suffolk, City of Cambridge) (9/1 – 9/30)</i>	<i>256</i>	<i>64</i>
<i>Charleston, SC (Charleston, Berkeley, Dorchester Counties)</i>	<i>141</i>	<i>54</i>
<i>Charlotte, NC (Mecklenburg County)</i>	<i>97</i>	<i>49</i>
<i>Chicago, IL (Cook, Lake Counties) (10/1-11/30)</i>	<i>218</i>	<i>64</i>
<i>Chicago, IL (Cook, Lake Counties) (12/1-4/30)</i>	<i>157</i>	<i>64</i>
<i>Chicago, IL (Cook, Lake Counties) (5/1-6/30)</i>	<i>209</i>	<i>64</i>
<i>Chicago, IL (Cook, Lake Counties) (7/1-8/31)</i>	<i>177</i>	<i>64</i>
<i>Chicago, IL (Cook, Lake Counties) (9/1-9/30)</i>	<i>218</i>	<i>64</i>
<i>Cincinnati, OH (Hamilton, Clermont Counties)</i>	<i>112</i>	<i>54</i>
<i>Cleveland, OH (Cuyahoga County)</i>	<i>110</i>	<i>54</i>
<i>Dallas, TX (Dallas County and City Limits) (10/1-12/31)</i>	<i>115</i>	<i>59</i>
<i>Dallas, TX (Dallas County and City Limits) (1/1-3/31)</i>	<i>129</i>	<i>59</i>
<i>Dallas, TX (Dallas County and City Limits) (4/1-9/30)</i>	<i>115</i>	<i>59</i>

Continued on next page

Meals and Incidental Travel Expenses (M&IE), Continued

OUT-OF-STATE Lodging / M&IE Guidelines (continued)

OUT-OF-STATE Location City – (Surrounding Areas)	Lodging Rate <i>Excludes</i> taxes and surcharges	Meals and Incidental Expense (M&IE) Rate <i>Includes</i> tips, taxes, personal telephone calls, laundry, and transportation to where meals are taken
STANDARD →	\$88	\$44
EXCEPTIONS ↓		
Denver / Aurora, CO (Denver, Adams, Arapahoe, and Jefferson)	149	49
Detroit, MI (Wayne County)	107	49
Floral Park/Garden City/Glen Cove/ Great Neck/ Roslyn, NY (Nassau County)	162	64
Houston, TX (L.B. Johnson Space Center and Fort Bend, Harris, Montgomery Counties)	110	59
Kansas City, MO (Cass, Clay, Jackson, Platte Counties)	107	49
Las Vegas, NV (Clark County) (10/1-12/31)	105	64
Las Vegas, NV (Clark County) (1/1 – 5/31)	126	64
Las Vegas, NV (Clark County) (6/1 –9/30)	105	64
Los Angeles, CA (Los Angeles, Orange, Ventura Counties and Edwards AFB)	128	64
Manhattan, NY (Boroughs of Manhattan, Bronx, Brooklyn and Queens and Staten Island and Counties of Kings, New York and Richmond)(10/1–12/31)	360	64
Manhattan, NY (Boroughs of Manhattan, Bronx, Brooklyn and Queens and Staten Island and Counties of Kings, New York and Richmond)(1/1–6/30)	285	64
Manhattan, NY (Boroughs of Manhattan, Bronx, Brooklyn and Queens and Staten Island and Counties of Kings, New York and Richmond)(7/1–8/31)	259	64
Manhattan, NY (Boroughs of Manhattan, Bronx, Brooklyn and Queens and Staten Island and Counties of Kings, New York and Richmond)(9/1–9/30)	360	64
Miami, FL (Miami-Dade County) (10/1-2/28)	149	59
Miami, FL (Miami-Dade County) (3/1-9/30)	121	59

Continued on next page

Meals and Incidental Travel Expenses (M&IE), Continued

OUT-OF-STATE Lodging / M&IE Guidelines (continued)

OUT-OF-STATE Location City – (Surrounding Areas)	Lodging Rate <i>Excludes</i> taxes and surcharges	Meals and Incidental Expense (M&IE) Rate <i>Includes</i> tips, taxes, personal telephone calls, laundry, and transportation to where meals are taken
STANDARD →	\$88	\$44
EXCEPTIONS ↓		
Minneapolis / St. Paul, MN (Hennepin, Ramsey Counties)	130	64
Nashville, TN (Davidson)	117	54
Newark, NJ (Essex, Bergen, Hudson, Passaic Counties)	133	49
New Orleans, LA (Jefferson, Orleans, Plaquemine Parishes, St. Bernard) (10/1–6/30)	140	59
New Orleans, LA (Jefferson, Orleans, Plaquemine Parishes, St. Bernard) (7/1-9/30)	101	59
Orlando, FL (Orange County) (10/1-12/31)	109	49
Orlando, FL (Orange County) (1/1-3/31)	133	49
Orlando, FL (Orange County) (4/1-9/30)	109	49
Philadelphia, PA (Philadelphia County) (10/1 – 11/30)	166	64
Philadelphia, PA (Philadelphia County) (12/1 – 8/31)	155	64
Philadelphia, PA (Philadelphia County) (9/1 – 9/30)	166	64
Palm Springs, CA (Riverside) (10/1 – 12/31)	114	59
Palm Springs, CA (Riverside) (1/1 – 4/30)	139	59
Palm Springs, CA (Riverside) (5/1 – 8/31)	97	59
Palm Springs, CA (Riverside) (9/1 – 9/30)	114	59
Phoenix/Scottsdale, AZ (Maricopa County) (10/1-12/31)	122	59
Phoenix/Scottsdale, AZ (Maricopa County) (1/1-4/30)	160	59
Phoenix/Scottsdale, AZ (Maricopa County) (5/1-8/31)	96	59
Phoenix/Scottsdale, AZ (Maricopa County) (9/1-9/30)	122	59
Pittsburgh, PA (Allegheny County)	114	54
San Antonio, TX (Bexar County)	117	54

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Meals and Incidental Travel Expenses (M&IE), Continued

OUT-OF-STATE Lodging / M&IE Guidelines (continued)

OUT-OF-STATE Location City – (Surrounding Areas)	Lodging Rate <i>Excludes taxes and surcharges</i>	Meals and Incidental Expense (M&IE) Rate <i>Includes tips, taxes, personal telephone calls, laundry, and transportation to where meals are taken</i>
STANDARD →	\$88	\$44
EXCEPTIONS ↓		
<i>San Diego, CA (San Diego County) (10/1-12/31)</i>	<i>137</i>	<i>64</i>
<i>San Diego, CA (San Diego County) (1/1-8/31)</i>	<i>147</i>	<i>64</i>
<i>San Diego, CA (San Diego County) (9/1-9/30)</i>	<i>137</i>	<i>64</i>
<i>San Francisco, CA (San Francisco County) (10/1-10/31)</i>	<i>185</i>	<i>64</i>
<i>San Francisco, CA (San Francisco County) (11/1-8/31)</i>	<i>164</i>	<i>64</i>
<i>San Francisco, CA (San Francisco County) (9/1-9/30)</i>	<i>185</i>	<i>64</i>
<i>Savannah, GA (Chatham County)</i>	<i>108</i>	<i>49</i>
<i>Seattle, WA (King County)</i>	<i>158</i>	<i>64</i>
<i>St. Louis, MO (St. Louis City and St. Louis, St. Charles Counties, Crawford, Franklin, Jefferson, Lincoln, Warren and Washington)</i>	<i>111</i>	<i>59</i>
<i>Tampa/St. Petersburg, FL (Pinellas and Hillsborough) (10/1 – 12/31)</i>	<i>104</i>	<i>54</i>
<i>Tampa/St. Petersburg, FL (Pinellas and Hillsborough) (1/1 – 3/31)</i>	<i>127</i>	<i>54</i>
<i>Tampa/St. Petersburg, FL (Pinellas and Hillsborough) (4/1 – 9/30)</i>	<i>104</i>	<i>54</i>
<i>Washington, DC (I) (10/1-10/31)</i>	<i>233</i>	<i>64</i>
<i>Washington, DC (I) (11/1-6/30)</i>	<i>209</i>	<i>64</i>
<i>Washington, DC (I) (7/1-8/31)</i>	<i>165</i>	<i>64</i>
<i>Washington, DC (I) (9/1-9/30)</i>	<i>233</i>	<i>64</i>
<i>White Plains/Tarrytown/ New Rochelle/Yonkers, NY (Westchester County)</i>	<i>164</i>	<i>59</i>

(1) Washington, DC, includes: Virginia Cities of Alexandria, Falls Church, Fairfax; Virginia counties of Arlington, Fairfax; and, Maryland counties of Montgomery and Prince George's.